

What You Should *(and Should Not)* Expect From Your Architect



9:00 a.m. – 12:00 p.m.

Tuesday, July 22, 2003

Doubletree Hotel, Sacramento, CA



Friday, July 25, 2003

Ontario Marriott Hotel



Introduction

- Scope of Services
- Basic Services
- Additional Services
- Relationship





Selection Process

- RFP vs. RFQ
- Contents of the RFQ
- Qualifications Based Selection (G.C. Section 4525)
- SB 50 Requirements – a Competitive Process
- Inclusion of the agreement with the RFQ – Pros and Cons



Phases of Work

- Pre-Design Services
- Design
- Design Development
- Construction Documents
- Bidding
- Construction
- Project Close-Out



Pre-Design Services

- Programming (Educational Specifications)
- Scheduling
- Site Selection – Feasibility Studies
- CEQA/Environmental Analysis
- Budget Analysis



Design

- Schematic Design Services
- Cost Estimating/Budget
- As – Built Documentation
(Modernizations)
- Surveys, Soils Reports, Asbestos
Abatement Studies



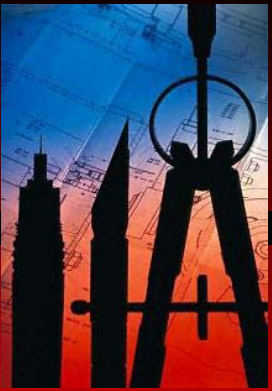


Design Development

- **Consultants Included**



- ◆ **Structural**
 - ◆ **Civil**
 - ◆ **Mechanical**
 - ◆ **Electrical**
 - ◆ **Technology / Communications**
 - ◆ **Kitchen**
 - ◆ **Landscape Architect**
- **Owner's Consultants vs. Architect's Consultants**
 - **Agency Coordination**
 - **District Standards**



Construction Documents

- Which front end documents
- Coordination with the plans and specifications
- Cost estimate update
- Agency submittals
- Coordination with consultant's work
- Inclusion of owner's consultant's work

A vertical rectangular image in the top-left corner. It features silhouettes of drafting tools, including a compass and a pencil, overlaid on a background of architectural blueprints and the outlines of skyscrapers. The color palette is primarily blue and black.

Bidding

- Advertising
- Printing
- Pre-Bid Conference
- Addenda
- Alternates
- Basis of Award



A vertical rectangular image on the left side of the slide. It features silhouettes of construction tools: a pair of compasses at the top, a pencil in the middle, and a vertical rod or post at the bottom. The background is a blue-tinted image of architectural blueprints with various lines and text.

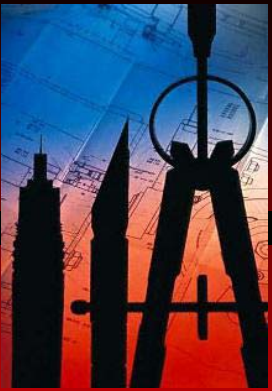
Construction

- How often is it necessary to meet
- Who runs the meetings
- Who is responsible to record and distribute minutes
- RFI's and Submittals
- Change Orders
- Extended Construction Schedule



Project Closeout

- “Commissioning” – Testing, Training, Documentation
- Warranty
- DSA Documentation



Alternate Project Delivery Methods

- CM at Risk
- CMGC
- CM Multiple at Prime
- Lease, Lease-Back



Presenters

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